<table>
<thead>
<tr>
<th>PERSONAL ATTRIBUTES</th>
<th>Never Done</th>
<th>Needs Work</th>
<th>Average</th>
<th>Above Average</th>
<th>Experience(s) Where You Gained the Skill</th>
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<tbody>
<tr>
<td><strong>Competitiveness</strong></td>
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<tr>
<td>Ability/willingness to compete &amp; be measured on performance</td>
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<td><strong>Constancy</strong></td>
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<tr>
<td>Persistent, faithful</td>
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<tr>
<td><strong>Direction</strong></td>
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<tr>
<td>Ability to define personal goals &amp; needs</td>
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<tr>
<td><strong>Deciding</strong></td>
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<tr>
<td>Finding alternatives, making best use of resources or materials</td>
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<tr>
<td><strong>Delegating</strong></td>
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<td>Tasks or responsibilities</td>
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<tr>
<td><strong>Energy Level</strong></td>
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<tr>
<td>Demonstrates confidence &amp; capacity to make things move ahead</td>
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<tr>
<td><strong>Flexibility</strong></td>
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<tr>
<td>Receptive to new ideas &amp; situations</td>
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<td><strong>Goal-oriented</strong></td>
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<td>Ability to identify, work toward &amp; reach aims</td>
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<tr>
<td><strong>Motivating</strong></td>
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<tr>
<td>Self and others</td>
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<tr>
<td><strong>Patience</strong></td>
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<td>Ability to remain calm, endurance</td>
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<td><strong>Perseverance</strong></td>
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<tr>
<td>Continue course of action despite difficulties</td>
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<td><strong>Self-knowledge</strong></td>
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<tr>
<td>Ability to assess your own capabilities</td>
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<td><strong>Self-starter</strong></td>
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<tr>
<td>Identify purposeful work &amp; take action</td>
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<tr>
<td>PERSONAL SKILLS</td>
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<tr>
<td><strong>Compiling or Analyzing</strong></td>
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<tr>
<td>Situations or Data</td>
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<tr>
<td><strong>Calculating/Estimating</strong></td>
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<tr>
<td>Costs, income, space or risk assessment</td>
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<tr>
<td><strong>Coaching or Counseling</strong></td>
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<tr>
<td>Guiding or tutoring</td>
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<td><strong>Constructing</strong></td>
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<tr>
<td>Objects or buildings</td>
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</table>

## COALITION MEMBER/LEADER INVENTORY

<table>
<thead>
<tr>
<th>Activity</th>
<th>Never Done</th>
<th>Needs Work</th>
<th>Average</th>
<th>Above Average</th>
<th>Experience(s) Where You Gained the Skill</th>
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<tbody>
<tr>
<td><strong>Coordinating</strong></td>
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<tr>
<td>Activities or events</td>
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<tr>
<td><strong>Creating/Designing</strong></td>
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<tr>
<td>New ideas, products or systems, e.g. websites</td>
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<tr>
<td><strong>Monitoring/Evaluating</strong></td>
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<td>Performance, programs, processes or events</td>
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<td><strong>Fund Raising</strong></td>
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<td>One-to-one or through media</td>
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<tr>
<td><strong>Group Facilitating</strong></td>
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<tr>
<td>Managing group interactions</td>
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<tr>
<td><strong>Interpreting</strong></td>
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<td>Data, legal, medical records or other language</td>
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<td><strong>Interviewing</strong></td>
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<td>Seeking data from others, then making</td>
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<tr>
<td>recommendations or decisions</td>
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<tr>
<td><strong>Making Layouts/Sketching</strong></td>
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<tr>
<td>Diagrams &amp; charts for printed media, public</td>
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<tr>
<td>displays or advertising</td>
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<td><strong>Observing</strong></td>
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<td>Physical phenomena, behavior or situations</td>
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<td><strong>Operating</strong></td>
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<td>Equipment, machines or vehicles</td>
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<td><strong>Planning</strong></td>
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<td>Budgeting, goal setting, scheduling</td>
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<td><strong>Programming</strong></td>
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<td>Equipment or activities</td>
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<td><strong>Promoting</strong></td>
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<td>Ideas, products or policies one-to-one or via media</td>
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<td><strong>Record Keeping</strong></td>
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<td>Logs, files or time sheets</td>
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<td><strong>Repairing</strong></td>
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<td>Equipment, computers, furniture, etc.</td>
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<tr>
<td><strong>Researching/Investigating</strong></td>
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<td>Obtaining information from library, surveys or</td>
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<td>physical data</td>
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<tr>
<td><strong>Speaking</strong></td>
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<td>In public, groups or via electronic media</td>
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<td><strong>Supervising</strong></td>
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<td>People or processes</td>
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</tbody>
</table>

## COALITION MEMBER/LEADER INVENTORY

### Teaching
- Formal or informal

### Writing/Editing
- Manuscripts, proposals or press releases

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#### My Top Ten Personal Strengths & Skills:

| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| 7. |
| 8. |
| 9. |
| 10. |

#### Other Strengths & Skills I’d Like to Add:

| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| 7. |
| 8. |
| 9. |
| 10. |